



Officer Nomination Notice

Post/Type	Communications officer/editor
Reason	Stepping down of current webmaster
Term	3 years, renewable
Start	November 2021 - with hand over from existing officer
Eligibility	Open to full Chapter members who have regularly participated in Chapter events as rider or pillion for at least 12 months.
Duties	<p>To include:</p> <ul style="list-style-type: none">• The production of the weekly e-shot• Production of the quarterly newsletter• The registration of users to the website and for receipt of the e-shot.• Proactive, continuous interaction with all Chapter information sources supplying content to the website, including Road Crew, Editors, and any other Officers or external sources such as H.O.G.• Develop the role with social media forums <p>The appointment entails full membership of the Committee and requires attendance at all Quarterly meetings.</p>
Skills/Interests	Experience or willingness to learn managing website content (preferably via Wordpress); experience producing a newsletter (ideally via MailChimp) including the production and editing of content; must have good and accurate use of English with attention to detail and accuracy of the written word and be able to produce witty content that will appeal to chapter members; plus have experience producing pdf files and using graphic packages.



Ability and willingness to work with (but not for) the Webmaster, Hogsback Committee as team member, and to consult as necessary with the Director and/or Assistant Directors to agree content. You will be supported by the existing editor, webmaster and others so don't be afraid of lack of experience - enthusiasm is much more important.

Closing date 11 October 2021

Next steps Nominees should email a statement of their interest to secretary@hogsbackchapteruk.org Please do feel free talk to the existing officers or director about the role.

The successful candidate will be notified following a vote by the Hogsback Chapter Committee at its Quarterly Meeting in October